



Office of Secretary of the State

State of Connecticut

30 Trinity Street, P.O. Box 150470, Hartford, CT 06115-0470

Denise W. Merrill
Secretary of the State

James F. Spallone
Deputy Secretary of the State

April 3, 2014

To: All Town Clerks

Connecticut General Statutes (CGS) §9-254 provides in part as follows (emphasis added):

*"Each **municipal clerk** shall, not later than the one hundred eightieth day prior to the day of any regular election, **file with the secretary of the state**, on a form approved by said secretary, a list of the offices to be filled at such election and the terms thereof and the number of candidates for which each elector may vote."*

Accordingly, we are enclosing a form entitled Offices to be Filled at a State Election (ED-101). Pursuant to CGS §9-254, this form is approved by this office and lists the offices to be filled at the November 4, 2014 state election, including the number to be elected to each office, the number of candidates for whom each elector may vote, and the terms of offices.

We have provided a fillable copy of this form on our website that you may find more convenient to use. That form can be used by all towns except, Berlin, Darien and Stamford:

<http://www.sots.ct.gov/sots/LIB/sots/ElectionServices/ElectForms/electforms/ED101.pdf>

To use that form, merely fill in the blanks on your computer, print it, sign it and then file it with us. Do not send it to us by email. It must have your original signature on it.

Kindly complete the form by filling in:

- a. The number of representatives in congress, state senators, and state representatives to be elected -- including all congressional, senatorial and assembly districts which include **any portion** of your town. Also, please indicate the **district number(s)** next to each of these offices.
- b. The number of registrars of voters, if any, to be elected and the ending date of the term of said office, being either January 4, 2017 or January 9, 2019, pursuant to CGS §§ 9-190a and 9-189a. If your town will not elect registrars this year, please cross off this item on the form. Also, in the event that your town elects to other offices under special act, please include the required information for such office(s) following that of the registrars of voters.

Please sign the completed form and return it to this office not later than **May 8, 2014**, as required by CGS §9-254. Thank you.

Sincerely,

Denise W. Merrill
Secretary of the State
By:

Arthur E. Champagne, Elections Officer
Elections Services Division

Enclosure